

1600 PLACEMENT OPTIONS

Chapter: **Out-of-Home Placements**

Section: **Finding a Placement**



New Hampshire Division for Children, Youth and Families Policy Manual

Policy Directive: **12-24**

Approved:

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Scheduled Review Date:

Maggie Bishop
Maggie Bishop, DCYF Director

Related Statute(s): [RSA 169-B](#), [RSA 169-C](#), and [RSA 169-D](#)

Related Admin Rule(s): [He-C 6350](#) and [He-C 6355](#)

Related Federal Regulation(s): [Title IV-E, Section 479](#) and [45 CFR 1355.40](#)

Related Form(s): **2269A and 2435**
Bridges' Screen(s) and Attachment(s):

When a child/youth cannot remain safely in their own home or community, the CPSW or JPPO, the Supervisor, the parent(s) and the child/youth must discuss the available placement options that will meet the child/youth's needs. The child/youth must be placed (if possible and desirable), with relatives and siblings (if any) as close as possible to their home, remain in their home school (if possible and desirable), and in their home community if possible.

Purpose

This policy identifies the types of placements a CPSW or JPPO may consider when a child/youth must be removed from their home and when a hospital stay becomes a change in placement.

Policy

- I. If a child/youth is not safe in their home or their home community, CPS/JJS must obtain a court order for the child/youth's removal.
- II. The placement of a child/youth must not be delayed or denied on the basis of race, color, creed, or national origin.
- III. The following placement options from least restrictive to most restrictive placements for a child/youth that staff may recommend to the court include:
 - A. Relative or Kinship Home,
 - B. Foster Family Home,
 - C. ISO Level Foster Family Home,
 - D. Shelter Care Facility,
 - E. Intermediate Group Home,
 - F. Intensive Group Home,
 - G. Treatment Center,
 - H. Rehabilitation Center,

- I. Inpatient Psychiatric Facility,
 - J. SYSC-Detention, or
 - K. Commitment at the Sununu Youth Services Center.
- IV. The first placement consideration is to place a child/youth in relative or kinship care. See DCYF [Policy 1602 "Relative Care"](#).
- V. If the degree of the adult relative's relationship to the child/youth does not meet the definition of the relative in DCYF policy or in law and federal regulation, the CPSW or JPPO discusses the possibility of having the home licensed as a foster family home with the Resource Worker.
- VI. To consider these placement options: Intermediate and Intensive Group Homes, Treatment Centers and Rehabilitation Centers refer to He-C 6350 Certification for Payment Standards for Residential Facilities and the Directory of Certified NH Facilities and your supervisor. To consider In-patient Psychiatric Hospitalizations refer to the Directory of Certified NH Facilities and your supervisor. To consider ISO Level Foster Family Homes refer to He-C 6355 Certification for Payment of Foster Care Programs and your supervisor.
- VII. Siblings, who require out-of-home care, whose needs are similar, and for whom a family home that can accommodate them is available, must be placed together unless there are risks or concerns associated with placing them in the same residence.
- VIII. If a child/youth must be hospitalized (medical or psychiatric) for more than 30 days, this is considered an acute stay in the hospital and a change in placement according to the Federal Adoption and Foster Care Analysis and Reporting System (AFCARS) pursuant to Title IV-E, Section 479 and Federal Regulations 45 CFR 1355.40.
- IX. Licensed foster family homes and other residential care facilities must be shared resources between CPS and JJS.
- X. A child/youth must not be placed in a foster family home in another catchment area without first contacting the Resource Worker or Supervisor of the receiving office.
- XI. Foster parents may not accept a child/youth in his or her home from another catchment area without discussion with the Resource Worker or Supervisor.

PROCEDURES:

- I. The CPSW or JPPO must:
 - A. Explore potential relative caregiver's or kinship home with the family and/or the child /youth and if this is not possible or desirable consider the placement options listed under Section III above with your supervisor;
 - B. Contact the Resource Worker for the District Office, discuss the case and provide available information about placement options for this child/youth.
 - C. Make an oral or written request (Request For Placement, Form 2269A) to the Resource Worker or Supervisor to find a matching foster family home or to explore a relative care provider;

- D. Include in the placement request as much of the following information as possible:
 - 1. The reasons the child/youth is appropriate for a foster family home;
 - 2. Specific needs of the child/youth;
 - 3. Eligibility for Title IV-E, IV-A, and Medicaid;
 - 4. Brief history of the child;
 - 5. Expected length of stay;
 - 6. Whether siblings are in placement and their locations or in need of placement;
 - 7. Special visitation requirements;
 - 8. The extent of family involvement; and
 - 9. Capacity to interact with other children/youth in the home.
 - E. If placement of a child/youth in a relative, kinship or foster family home is not appropriate, the JPPO/CPSW or supervisor should consult the "NH Directory of Certified Residential Facilities" (Form 2435) on Bridges for the contact person and referral process.
- II. The Resource Worker must:
- A. Review the information from the CPSW or JPPO about the child/youth and any potential relative or kinship caregiver;
 - B. Access the Resource Screens and vacancy reports in Bridges to locate or verify a possible foster family home for a child/youth.
 - C. If no homes are available to meet the child/youth's needs in the local community, the Resource Worker will contact the Resource Workers and Child Placing Agencies in nearby catchment areas to share the gathered information about the child/youth's needs and to request a foster family home provider.
 - D. Provide information about the best possible matching foster family home provider who is able to meet the needs of the child/youth; and
 - E. Work with the CPSW or JPPO to develop additional placement options for the child/youth.